

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER BOARD OF
DIRECTOR'S MEETING**

JULY 9, 2015

PRESENT: Marvin Rucker, Beth Relich, Barbara Robinson, Pat Hickey, Joan Swigert, Pat Finder-Stone, Ramon Fierros, Lisa Van Donsel, Larry Epstein, Lori Rasmussen, Corrie Campbell, Jessica Nell, Melanie Maczka

ABSENT: NONE

ALSO PRESENT: Debra Bowers, Kinsey Black, Devon Christianson, Christel Giesen, Laurie Ropson, Meredith Hanson, Diana Brown, and Denise Misovec

The meeting was called to order by Chairperson Rucker at 8:40 a.m.

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA:

Ms. Relich/Mr. Epstein moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF MEETING OF May 28, 2015:

Ms. Campbell/ Ms. Van Donsel moved to approve the minutes of the regular meeting of May 28, 2015. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None.

FINANCE REPORT:

A. REVIEW AND APPROVAL OF MAY, 2015 FINANCE REPORT:

Ms. Bowers reviewed the May 2015 Finance Summary noting that MA Administrative receipts are behind as are the expenses related to this funding due to a decrease in Salary and Fringe. Nutrition donations are lower than expected due to a decrease in meals served during the first quarter. This also reflects a decrease in food costs. All other revenues and expenses are in-line with the 2015 Budget.

Ms. Relich/Ms. Rasmussen moved to approve the May 2014 finance report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS:

Ms. Bowers announced the ADRC received a restricted donation of \$2000 from Asera Care for the annual dove release in the month of May.

Mr. Epstein/Ms. Swigert moved to approve the restricted donations for May 2015. **MOTION CARRIED.**

BUDGET REVIEW AND APPROVAL 2016:

Ms. Christianson explained that annually ADRC Staff perform a SWOT Analysis and referenced the document highlighting the strengths and weaknesses identified by staff. Ms. Christianson also referred to the Consumer Input and ADRC Aging Plan handout developed from the community listening sessions that focuses on the following areas: involving older people in age related program development and planning, the elder nutrition program, services in support of caregivers, services to people with dementia, and healthy aging. This input not only influences the direction of the budget but is also critical to developing the three-year aging plan.

Ms. Campbell asked if we could partner with churches to develop weekend meal options. Discussion occurred around locations in the community that may be willing to partner with and support this initiative and marketing ideas for advertising.

Ms. Christianson described major initiatives the ADRC will focus on for the upcoming year.

- Managed Care: Family Care + IRIS
- Modernization: Café/Employment, New Revenue
- Dementia Capable Community: Alzheimer's Changes Everything AFCSP: New Administration
- Get to Know Us
- DHS Evaluation
- Business Acumen Model
- Evidenced Based Prevention Programs: CMS pay for classes, Accreditation

Ms. Christianson discussed strategies to accomplish the initiatives while making up for the budget shortfall.

- **Dementia Capable Community: Alzheimer's Changes Everything AFCSP: New Administration:** Previously, the AFCSP funding was awarded to NEW Curative to support daycare programs; the state has now indicated that, according to state statute, this funding will need to go directly to qualified persons instead of as a contract to one agency. Each eligible family would receive a small grant, a plan would be developed according to consumer choices, and costs would be accounted for within their budget. AFCSP requires that a robust set of options be presented to the family. I&A would perform assessments and create plans with consumers and clerical support would be needed to keep each plan and their corresponding budget on track. It will be critical that invoicing, budget monitoring, and payments occur effectively. Discussion occurred among the Board including the details of this new plan.
- **Increase Donation Requests:** The ADRC would increase efforts to increase global donations to the agency. Several options include: increase the suggested meal donation from \$3.50 to \$4.00 per meal, send out an annual appeal, and include donation information with registrations.
- **Building Use Fee:** The Building Use Committee is working on developing a plan which would charge groups or community members for use of building space for meetings or private events.
- **Loan Closet Fee:** Implementing a \$10 fee for six months use of adaptive equipment. This change would open the Loan Closet up to the general public and encourages consumers to bring the equipment back. The option to waive the fee would be available for those who are unable to afford to pay. Board members brought up several options to consider including: a sliding fee, tagging items, and how to manage the follow up calls.

Ms. Christianson referred to highlighted items on the 2016 Preliminary Budget:

- County Levy Target. There was an increase in chargebacks, but also an increase in Levy minus the percentage the ADRC could capture in additional Medicaid Administration revenue.
- Some of the increase in costs of doing business: copies, rental fees, technology fees
- Major funding streams are flat, even though expenses continue to grow annually as expected.
- Once all initiatives are addressed, and reductions made as possible, the ADRC will have a deficit budget. We would be able to use a modest amount of net assets to fill the gap.

Ms. Campbell wanted to make sure the ADRC was asking for everything it needs so the County Board is empowered with information about where they can impact with decisions. Mr. Rucker explained the challenges that Department Heads face when the County Board asks them to ask for funds not available in the budget or to not support the County Executive's budget plan.

Discussion ensued about the ADRC's role in rural communities and the commitment by the city and villages for programs in their communities.

Ms. Brown discussed NEW Curative's 2016 Budget. Ms. Brown stated that the changes in the AFCSP Program will result in a \$95,000 loss of revenue; however, their expenses for the past year were lower than expected. She presented a budget that anticipates consumers using their AFCSP allocation for daycare services and the use of endowment funds to balance their budget. Currently, NEW Curative has not raised the fee for daycare. In the future, to control the budget, options would include raising the fee or reducing the number of free services.

Mr. Rucker encouraged all board members to attend the Finance 101 presentation in the future if they haven't previously or to attend again to review the material.

Ms. Relich/Ms. Nell moved to approve draft budget. **MOTION CARRIED.**

NEW Curative Transportation and Program Updates:

Ms. Brown indicated that NEW Curative has been collaborating with the ADRC since 1979 and was appreciative of the relationship. Ms. Misovec discussed the four adult day programs the ADRC helps fund and went over some statistics by referring to the NEW Curative Rehabilitation Inc. Relationship with the Aging and Disability Resource Center of Brown County handout.

Ms. Brown announced the NEW Curative transportation program transitioned from Red Cross to their agency July 1. NEW Curative hired staff from Red Cross to continue the transportation program and new software has been purchased. The fleet is made up of 26 vehicles which have been updated with the NEW Curative logos. For the majority of persons, a one-way trip will cost \$3; however, for people on Family Care or IRIS, the fee will be \$14, which is the total cost of a trip. The phone number and service area remain the same. NEW Curative, in partnership with the ADRC, hopes to expand to the underserved rural communities within Brown County in the future.

NEW Curative, Options for Independent Living, and the ADRC are collaborating on a two year grant from the Green Bay Community Foundation. The AT Home with Dementia: Assistive Technology Support program looks at how technology can improve a person's independence and safety in the home. After an assessment is completed, each eligible family can be awarded up to \$20 to be used on technology products to safeguard the consumer in the home. In the first year of this grant, 102 assessments have been completed. Ms. Brown passed out brochures and asked the Board to refer appropriate persons to NEW Curative for this program.

DIRECTORS REPORT:

A. NUTRITION PROGRAM IMPACT: HOME DELIVERED MEAL POLICY-MANAGED CARE:

Ms. Christianson referred to the changes in the Eligibility for Homebound Meals policy and discussed the difference between an agency rate and a private pay rate for meals. Ms. Christianson also discussed the impact of managed care on the rural driver escort program. For individuals on Family Care or IRIS, the ADRC must be diligent not to "double dip" federal programs by subsidizing meals for consumers with access to other federal programs. One program can't be used to supplement the other, which is why a different rate exists for those consumers who are on Family Care and IRIS. The total cost for a home delivered meal is \$7.28; though our average donation per meal is approximately \$1.96 - \$2.10. If a Family Care or IRIS case plan does not include meals, those consumers will not be able to receive home delivered meals at a donation rate as the new policy outlines.

Ms. Rasmussen /Ms. Campbell moved to approve the Eligibility for Homebound Meals policy. **MOTION CARRIED**

B. GWAAR SELF-ASSESSMENT LETTER:

Ms. Christianson referred to the GWAAR Self-Assessment letter which was very positive.

D. AGING PLAN PROGRESS - DEVELOPMENT:

Ms. Christianson mentioned that the Aging Plan is due September 1 and will need to be passed at the August Board Meeting. The Aging Plan will be distributed prior to the meeting for review.

FAMILY CARE UPDATE:

Ms. Campbell congratulated Ms. Christianson on the transition to family care. Ms. Christianson gave credit to all of the staff who worked tirelessly to complete this phase and said that we are not through

the complete transition until October, 2015. Ms. Christianson also mentioned that a second IRIS provider has also been added just prior to July 1.

As of last week 902 people have been transitioned to Family Care and IRIS. Through October, each month, 218 consumers will be in transition. In addition, 20 - 22 consumers will transition off of the waitlist, Nursing Home Relocations occur at an unlimited number, along with attrition slots that open up due to consumer death each month. The wait list will end July 2018 and Brown County will be at entitlement.

LEGISLATIVE UPDATES:

The Budget has moved through the Senate and Assembly and is now on the Governor's desk.

Ms. Campbell talked with Representative David Steffens who is looking to put together an Advisory Committee for the Governor and has already given him Ms. Nell's name and thought it would be helpful for one other Board member to be a part of this committee.

ANNOUNCEMENTS:

Ms. Nell announced that she opened her own business last month doing social work case management, advocacy, and public speaking.

The 25 Year Anniversary ADA event is being held on July 22 from 4-6 p.m. on the City Deck.

Ms. Campbell talked about a private project she has worked on which effects the Colburn Park pool, the only Olympic size pool in this area. The project's goal was to raise \$1 million to completely rebuild the pool to include a zero depth entry. The goal is to build next year and open the following year.

NEXT MEETING – The next meeting will be August 27th, 2015 at 8:30 a.m. at the De Pere Community Center, 600 Grant St, Oak Room, Upper Level.

ADJOURN:

Ms. Relich/ Ms. Campbell moved to adjourn the meeting. **MOTION CARRIED.**
The meeting adjourned at 10:54 a.m.

Respectfully submitted,

Kinsey Black, Administrative Specialist